



Bureau of Environmental Health

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Expedited Flood Recovery Plan Review Guide for Food Service Facilities

Date: -----

Establishment Name: -----

Address: -----

Contact name: -----

Telephone #: -----

Email: -----

The following guide has been designed by the Food Protection Program for Food Service Facilities that were damaged by the recent flood in Ellicott City. This guide has been developed to begin the process of reopening and will allow the Health Department to understand the extent of damage to the establishment and provide some information regarding your facility. It is intended to facilitate and expedite the permit plan review process in order to re-open food businesses and ensure a safe operation. This guide will also help inform designers, operators, contractors, and installers of Health Department requirements so costly changes can be avoided. Please answer each comment individually by comment number. **Response to this guide will increase the likelihood that the Health Department will be able to provide an approval on the day of your appointment with DILP during the expedited permit approval. Additionally, submittal of your plan to the Health Department before the meeting is strongly encouraged and will also increase the likelihood of the expedited approval.**

1. POTABLE WATER, SEWER & GAS LINES The potable water supply, proper sewage disposal and gas lines must be checked and restored throughout the food service facility prior to the pre-opening inspection. Confirm in response.

2. FOOD ESTABLISHMENT ALTERATION OR REMODEL

Will changes be made to the facility's original floor plan layout or equipment? **Yes** ☐ **No** ☐

Describe changes: _____.

For all changes from the original plan layout, provide the following:

- Equipment floor plan with a numbered equipment list. Reference the numbers in the location of the equipment on the floor plan.
- List the manufacturer and model number on the equipment list. NSF (National Sanitation Foundation) certification or equivalent is necessary.
- Specification Sheets for all new equipment with a selection of the proposed model.

3. EXISTING EQUIPMENT All existing equipment that was submerged by contaminated flood water must be removed from the premises. This includes **walk-in coolers, refrigerators, freezers, storage shelving and** any other equipment that was submerged in contaminated flood water. Provide a list of any equipment that will be kept: _____.

4. BASEMENT FOOD STORAGE

Does this facility use a basement area for food storage? **Yes** ☐ **No** ☐

If there is basement storage, provide a list of the types of items being stored there.

5. REFRIGERATOR, FREEZER AND WALK-IN COOLER Are there any refrigerators, freezers, or Walk-in Coolers in the basement of this facility? **Yes** ☐ **No** ☐

If yes, please list: _____

6. MENU Will changes be made to the facility's original menu? **Yes** ☐ **No** ☐

If yes, please submit a copy of your new menu if the menu has changed. HACCP plan may also be required for new menu items.

7. HANDSINK Does each room in a food preparation area have a hand washing sink? **Yes** ☐ **No** ☐

Are additional hand sinks present in the ware-washing and waitress station areas? **Yes** ☐ **No** ☐

Hand sinks should be located within a walking distance of 25 feet or less in the SAME ROOM.

8. PLUMBING All plumbing work for the food establishment will meet the Code of Maryland Regulations (COMAR) 10.15.03. 18 for individual and indirect plumbing and have accessible open site floor drains under a three compartment sink and in-counter sinks. **Yes** ☐ **No** ☐9. HOT WATER The hot water heater must be at least 50 gallons. The unit must be located on 6- inch legs or sealed to the floor and installed with enough space around it for cleaning. The unit must be located on the floor plan if a floor plan is being submitted.

- Size of the water heater _____ gallons
- Where is hot water heater located? _____.
- Is the hot water heater being replaced? **Yes** ☐ **No** ☐

10. DISHWASHER

Does that facility have a dishwasher? **Yes** ☐ **No** ☐

If there is a dishwasher, it must meet the following requirements:

- The water feed line to any dishwasher must have backflow prevention.
- N.S.F. requires all dishwashers to be raised off the floor on 6-inch legs.
- A chemical dishwasher must have visual or audible indicating device, as required by N.S.F., to easily verify the chemical flow.
- Test papers must be present to check the sanitizer concentration.
- A pre-rinse device shall be provided.

11. COOKING EQUIPMENT All cooking equipment including convection ovens must be vented to a hood for grease, heat and steam removal. Does your facility require a hood? **Yes** ☐ **No** ☐12. DRINK DISPENSERS Does your facility have a drink dispenser? **Yes** ☐ **No** ☐

The water feed line to each piece of hot and cold drink dispensing equipment such as ice maker, steamers, tea/coffee units, soda machine, etc. must have individual NEW backflow protection installed. The back flow prevention devices have been replaced ----- (refer to enclosed list).

13. EQUIPMENT CONNECTED TO WATER LINE All existing equipment (including water filtration systems) connected directly to the water line must be adequately flushed (minimum of three full flushes) and removable part washed, rinsed and sanitized and cleaned by following the manufacturer's guideline for flushing systems. Confirm in response.14. EXISTING EQUIPMENT WITH FILTERS All water filters connected to machines or waterlines (drink dispensing equipment such as ice maker, steamers, tea/coffee units, soda machine) must be changed prior to use. Confirm in response.

15. REFRIGERATION

Will any existing refrigeration units be utilized? **Yes** ☐ **No** ☐

Will there be any new refrigeration units? **Yes** ☐ **No** ☐

All refrigeration units including walk in coolers must be NSF approved equipment fabricated to comply with National Sanitation Foundation. The NSF label shall be affixed to the interior door pan. All interior corners of the walk in units, including floor shall be coved. Lighting in the walk-in unit must be a minimum of 50 foot-candles. One "single-light" fixture in a walk-in box will not meet this requirement. The condensate line is to be protected from freezing. Condensate lines are to be indirectly connected to the sewer or pumped to a storm drain. Confirm in response.

16. SPACING Seal all adjacent perimeters of cabinet-type equipment; make mobile; or place on 6 inch legs spaced from walls and adjacent perimeters as follows:

<u>Length of Side</u>	<u>Width of Space</u>
0 – 2 feet	6 inches
2 – 4 feet	8 inches
4 – 6 feet	12 inches

The three methods of installation are: 1) seal all perimeters; 2) space all perimeters as required above; 3) make mobile by providing casters. Casters are recommended. Confirm in response.

17. WORK AND STORAGE SPACES A minimum of 36 inches must be provided within all work and storage areas. Confirm in response.

18. FLOORS, WALLS & CEILINGS The floors of all food preparation, food processing, utensil washing rooms/ areas, walk-in refrigerators, and toilet rooms must be constructed of smooth, durable, nonabsorbent and easily cleanable materials. Provide the type of materials used to construct the floor, wall, and ceiling in the following areas:

- Toilet Rooms: _____ Dishwashing: _____
- 3-Compartment Sink: _____ Mopsink: _____
- Under Hood/Cookline Area: _____.

19. GREASE INTERCEPTOR Contact the Bureau of Utilities for the grease interceptor inspection and requirements. *(Please call Mr. Greg Sherman who works for the Grease Program at (410) 313-1224 for the requirements).*

20. GREASE BARRELS If grease barrels are required for your facility, they must be located on a cleanable surface. The grease from fryers and other grease generating equipment must be disposed of properly. Keep pick-up receipts on file from an approved source. Who will provide this service for your facility?

_____.

21. OVERHEAD PLUMBING Does the food service facility have any overhead plumbing? **Yes** ☐ **No** ☐
COMAR 10.15.03.18.H (11) (a) has specific plumbing requirements for pipes located over food preparation, storage, display, serving, and dining areas.

22. EXTERIOR DOORS All exterior doors must be self-closing and rodent proof. Confirm in response.

23. TRASH Covered trash containers (rodent proof) shall be placed on paved surface outside the premise. Confirm in response.

24. STORAGE AREA If the basement is used for food storage, all food stored in the basement **MUST** be raised at least 18 inches above floor (no bottom shelf on shelving unit below 18 inches). Confirm in response.

25. VENTILATION/DUCT WORK/HVAC SYSTEM: Ensure that any HVAC System impacted by the flood water or flood event is serviced. Confirm in response.

27. FLOOD PROOFING Has there been any flood proofing design or material implemented for any food storage areas or basement area? **Yes** ☐ **No** ☐

If yes, describe: _____.

Please call me at (410) 313-1782 or 410-313-1772 if you need an explanation of these comments or to make any changes to the plans. A “Pre-Opening” inspection will be scheduled when the plans are approved.

Sincerely,

Fatima Rafiee, REHS/LEHS
Food Protection Program

Cc: file